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CONFIDENTIAL

27 August 1965

MEMORANDUM FOR: Director of Training

THROUGH : Acting Executive Officer

SUBJECT : Weekly Activities Report #23, ISB/TR  
23 - 27 August 1965

1. Film Production Unit

25X1A [REDACTED] Briefing Film

25X1A

25X1A

B

a. [REDACTED] distributed copies of the script of the [REDACTED] Briefing Film for approval on 25 August. Meanwhile in anticipation that approval will be forthcoming, a concentrated effort is being made to complete all preparations necessary to enable the film unit to commence production at [REDACTED] on 7 September. Equipment has been removed from storage at [REDACTED] and will be transported by warehouse truck to [REDACTED] on 1 September.

25X1A

25X1A

25X1A

25X1A

25X1A

b. Arrangements have been made to use a cleared cameraman from [REDACTED] to shoot exterior sequences when two cameras are required. The single camera sequences will be shot by our own cameraman, [REDACTED].

B

c. It is difficult to estimate accurately the time which will be required to complete the shooting phase of this picture since the weather is a major factor. With luck we should be through in five to six weeks from the beginning date.

2. Visual Aids Section

Intelligence School/IO

a. An Agency organization chart was prepared on medium size card for reproduction. Six large size prints have been ordered and will be mounted for use by the schools.

Intelligence Production Faculty

a. A course calendar was prepared for scheduling purposes up to January 1967. This was done for reproduction of 100 copies. It was designed to be of service to all and interest has been noted by others than the requesting source.

Midcareer and SO Program

25X1A

a. Four vu-graph slides were requested by [REDACTED] for use by one of the MSOP instructors talking on Budget Procedures, Agency Financial Plan, Administrative Control, etc.

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Registrar

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a. Six vu-graph slides were prepared for [REDACTED] The titles consisted of the following:

25X1A

CIA Organization  
General Structure of the FI Community  
USIB Membership  
USIB Types of Actions  
USIB Duties and Responsibilities

b. Art work was completed for reproduction of six signs indicating place and time of AU - GW off-campus registration.

Miscellaneous

a. Approximately forty (40) nameplates and small signs were prepared for OTR schools.

25X1A

[REDACTED]  
Chief, Instructional Services Branch

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